

REQUIREMENTS FOR THE
TEACHING INTERN CERTIFICATE
ARIZONA DEPARTMENT OF EDUCATION – CERTIFICATION UNIT

TEACHING INTERN CERTIFICATE

The Teaching Intern certificate is valid for one year and may be extended yearly for no more than two consecutive years. The Teaching Intern certificate entitles the holder to enter into a teaching contract while completing the requirements for an Arizona Provisional Teaching certificate. During the valid period of the Teaching Intern certificate the holder may teach in a Structured English Immersion (SEI) classroom or in any subject area in which the holder has passed the appropriate Arizona Educator Exam(s). The candidate shall be enrolled in an Arizona State Board authorized alternative path to certification program, or an Arizona State Board approved teacher preparation program. An individual is not eligible to hold the certificate more than once in a five-year period.

Requirements for the Teaching Intern Certificate – Year One:

1. Completed [Application for the Teaching Intern Certificate](#).
2. Check or money order for **\$120** (\$60 for Intern certificate and \$60 for Provisional SEI endorsement). Additional approved areas are \$60 each.
3. A **photocopy** of your valid Arizona **IVP** fingerprint card (plastic) issued on or after January 1, 2008.

NOTE: Effective January 1, 2008, per Arizona State Statute A.R.S. § 15-106, an applicant who applies for a teaching certificate shall submit an **Identity Verified Prints (IVP) Fingerprint card**. "Non-IVP" Arizona fingerprint clearance cards issued on or after January 1, 2008 will **NOT** be accepted.

3. Official transcripts documenting a Bachelor's or more advanced degree from an accredited institution.
4. One of the following
 - A. A passing score on one or more of the subject knowledge portion(s) of the Arizona Educator Exams in the subject area you applying for ([NES or AEPA](#)) or a Master's degree in the appropriate subject area. Master's degree must be verified by submitting official transcript(s).
 - B. Master's degree in the appropriate subject area, verified by submitting official transcript(s).
 - C. If a subject knowledge proficiency assessment is not offered, an approved area shall consist of 24 semester hours of subject-related courses from an accredited institution.
5. Official transcripts or SEI Certificate of Training verifying 3 semester hours or 45 clock hours of state approved SEI training for the Provisional SEI endorsement.
6. Letter of verification indicating the candidate is enrolled in an Arizona State Board approved alternative path to certification program or an Arizona State Board approved teacher preparation program.

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EXTENSION OF THE TEACHING INTERN CERTIFICATE

THE TEACHING INTERN CERTIFICATE MAY BE EXTENDED YEARLY FOR NO MORE THAN TWO CONSECUTIVE YEARS.

Requirements for the Extension of the Teaching Intern Certificate:

1. Completed [Application to Extend a Teaching Intern Certificate](#).
2. There is NO FEE to extend the certificate.
3. A **photocopy** of your valid Arizona **IVP** fingerprint card (plastic) issued on or after January 1, 2008.

NOTE: *Effective January 1, 2008, per Arizona State Statute A.R.S. § 15-106, an applicant who applies for a teaching certificate shall submit an **Identity Verified Prints (IVP)** Fingerprint card. "Non-IVP" Arizona fingerprint clearance cards issued on or after January 1, 2008 will **NOT** be accepted.*

4. A letter from the Board approved alternative path to certification program or an Arizona State Board authorized teacher preparation program verifying the completion of required coursework. **Official transcripts documenting the required coursework must accompany the letter.**
5. Arizona Constitution (a college course or the appropriate examination).
6. U.S. Constitution (a college course or the appropriate examination).

NOTE: *The requirement of Arizona and/or U.S. Constitution must be successfully completed within **three years** of the initial issuance of any Arizona teaching or Administrative certificate. If teaching an academic course on history, government, social studies, citizenship, law or civics this requirement must be completed within **one year**. No other certificates will be issued until this requirement has been fulfilled.*

NOTE: *UPON SUCCESSFUL COMPLETION OF THE PROGRAM, THE APPLICANT WILL BE ISSUED AN INSTITUTIONAL RECOMMENDATION (IR) FOR A PROVISIONAL TEACHING CERTIFICATE. APPLICATION FOR CERTIFICATION SHOULD BE MADE PRIOR TO THE EXPIRATION OF THE TEACHING INTERN CERTIFICATE.*

PROVISIONAL TEACHING CERTIFICATE

THE PROVISIONAL CERTIFICATE IS VALID FOR 3 YEARS AND IS NOT RENEWABLE, BUT MAY BE EXTENDED ONCE FOR 3 YEARS.

Requirements for the Provisional Teaching certificate:

1. Qualify and hold a valid Arizona Intern Certificate.
2. Submission of an Institutional Recommendation verifying the successful completion of an Arizona State Board authorized alternative path to certification program or an Arizona State Board approved teacher preparation program.
3. One of the following:
 - A. A passing score on the required NES Assessment of Professional Knowledge.
 - B. A passing score on the required AEPA Professional Knowledge exam.
 - C. Three years of full-time teaching at the appropriate level. Submit a [Verification of Teaching Experience](#) form completed and signed by the District Superintendent or Personnel Director to verify experience.
4. Valid Arizona IVP fingerprint card.
5. Full SEI endorsement, if applicable.
6. Arizona and U.S. Constitution, if applicable.